Public Health – Seattle & King County
Environmental Health Division

WINTER WATER TABLE REVIEW CHECKLIST

The following checklist is a guide to assist the designer in submitting a complete application for WWTR and monitoring plan. A properly prepared application must include the items listed below along with any additional details and specifications required by applicable provisions of The Code of the King County Board of Health – Title 13. **The designer must insure that all materials and documents submitted are legible.**

SITE ADDRESS: _____

PARCEL NUMBER: ☐☐☐☐☐☐☐☐☐☐☐☐

		Yes	No
APPLICATION FORM			
	The form is complete, submitted in quadruplicate, and accompanied by the appropriate fee. ***All entries are legible.***		
	Reference maps are provided (vicinity, location and routing to site; including identifiable landmarks)		
SOIL INFORMATION			
	Soil logs (minimum of 4 per site) – properly located, sized, constructed and maintained (i.e. to preclude safety hazards) - are installed for initial soil evaluation		
	An accurate description of soil conditions is provided		
	• Texture, structure, compaction and affect on treatment and water movement potential is indicated		
	• The USDA (SCS) soil classification is used		
	• Restrictive layer and/or bedrock outcrops described		
	• Description of structurally deficient soils (if present) is included		
PLOT PLAN			
	Plan is completely dimensional The plot plan is presented on paper that is 11" x 17" or smaller.		
	A North arrow is indicated on the plan		
	The location and description of design control point(s) are indicated		
	Property and easement lines are shown, (specific lengths are indicated)		
	Location of seasonal water shown		
	Location of surface water shown		
	Wetlands areas (if present) are indicated		
	Cuts, banks and fills are shown		
	Existing buildings (if present) are shown		
	Areas under investigation for subsurface absorption system (SAS) are shown		
	• All installed soil logs are shown on plan		
	• Plan shows alpha or numeric identification of soil logs		
	• Location of monitoring ports shown		

		Yes	No
	Direction of surface drainage is shown		
	Plan depicts all drainage structures present on site		
	• Footing drains		
	• Curtain drains		
	• Interceptor drains		
	• Other Drainage ditches		
	MONITORING STATIONS (monitoring ports / soil logs)		
	• Plan shows locations of monitoring stations		
	• Access route to monitoring stations is shown on plan		
	• Monitoring stations are identified (e.g. alpha / numeric) **Note**: No more than six stations will be spot checked by the Health Department		
SITE MAINTENANCE			
	Names of Designer and Applicant are clearly visible at lot entrance point (Flagging must be light colored)		
	Access route to log holes, monitoring stations, etc. is identified by light colored flagging		
	Measures are in place to maintain access route to log holes, monitoring stations, etc		
MONITORING PORT DETAILS			
	A cross sectional diagram of the monitoring port is provided		
	Monitoring ports/well are installed at the same depth as the soil log holes		
	Well depth extends at least 6 inches below vertical separation anticipated		
	Filter pack		
	• Clean aggregate 5/8" minus (e.g. pea gravel or other coarse material)		
	• Aggregate surrounds perforated or slotted portions of pipe		
	• At least 2" of aggregate beneath bottom of casing		
	Surface Seal		
	• Bentinite packed and mounded around pipe		
	PVC Pipe Casing		
	• PVC Pipe is light in color (inside and out) for viewing water in pipe Drainfield piping **not used**		
	• Casing diameter is 2" to 4"		
	• Top of pipe extends at least 2" above surface seal		
	• Vertical slots cut at top of pipe casing (to allow easy removal of pipe cap)		
	• Lower end of pipe is perforated or slotted (for at least 6 inches in the anticipated saturated soil zone)		
	• 1/8" slot size used **OR** • at least 5 holes (one-half inch in diameter)		

		Yes	No
	PVC Port Cap		
	• Diameter meets recommendation of 2" to 4"		
	• Vent hole present in caps		
	• Secure fit on PVC pipe		
	Crest Gauge		
	• One gauge per monitoring port		
	• Recommended minimum ½ " I.D. Clear plastic		
	• Tube extends from aggregate (at bottom to pipe) top of PVC casing		
	• Tube contains Undersized Styrofoam or equivalent material in tube		
	• Bottom of tube has screen or other material to prevent wash out of Styrofoam or equivalent		
	POST HOLES		
	Post holes are installed in close proximity to at least 2 monitoring ports		
	Secured in place horizontal crossbar/board present with uniform measurement point identified		
	Measurement cross bar secured at downhill edge of hole		
	Measures in place to protected and maintain post holes (e.g. safety from surface debris, runoff etc.		
	SOIL LOGS INSTALLED FOR WATER TABLE MEASUREMENTS		
	Depths of soil logs extend only to restrictive layer being monitored for water table		
	Secured in place horizontal crossbar/board present with uniform measurement point identified		
	Measures in place to protected and maintain soil log holes (e.g. safety, surface debris, runoff etc.		
MONITORING PLAN DETAILS			
	Plan identifies who will be doing the monitoring		
	Plan indicates the length of time the monitoring period will cover		
	Details include description of the method to be used for recording data for each **type** of monitoring station present		
	The frequency or level of monitoring able)		
	The source of precipitation data is indicated		